

APPROVED POSITION SPECIFICATIONS

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| I. | <u>Position Title:</u> Public Works Laborer | <u>Revision Date:</u> 09/17 |
| | | <u>EEO Category:</u> Service/Maint. |
| | | <u>Status:</u> Non-Exempt |
| | | <u>Control No:</u> 30571 |

II. Summary Statement of Overall Purpose/Goal of Position:

Under the direct supervision and direction of a Public Works Crew Leader, performs general work pertaining to the construction and maintenance of city property, facilities, streets, etc.

III. Essential Duties:

- Operates various types of heavy, light, and complex equipment used in the maintenance and construction of city property, facilities, streets, etc. (i.e. ten wheeler trucks, backhoes, front end loaders, trenchers, crack sealers, snow removal and sanding equipment, sweepers, mowers, hand tools, etc.).
- Performs light maintenance of all equipment used for safety and efficiency purposes.
- Performs skilled asphalt\concrete repairs.

IV. Marginal Duties:

- Provide construction assistance to other departments.
- Attend street maintenance training seminars.
- Perform other duties as assigned.

V. Qualifications:

Education: High school diploma or equivalent preferred.

Experience: One year of work experience in heavy equipment operation, construction, or closely related area is preferred.

Certificates/Licenses: Must possess a valid Utah Driver's License; must possess a valid Class B Commercial Driver's License (CDL) within one year of hire; must obtain UT State Flagman's Certification within six months of hire.

Probationary Period: A one year probationary period is a prerequisite to this position.

Knowledge of: Tools, machines, and equipment used in the maintenance and construction of City property, facilities, streets, etc.; OSHA safety requirements and

standards; general construction practices and procedures; mathematics use to calculate correct amounts of materials.

Responsibility for: Great responsibility for the care, condition, and use of mechanical materials, equipment, tools, etc.

Communication Skills: Frequent contact with local citizens and other employees within the department, requiring tact and judgement.

Tool, Machine, Equipment Operation: Regular use of a variety of tools and street moving equipment (mentioned above).

Analytical Ability: Communicate effectively both orally and in writing; follow written and verbal instructions; establish effective working relationship with employees and the public.

VI. Working Conditions:

Physical Demands: Frequent lifting of up to 50 lbs; frequent bending, kneeling, stooping and standing.

Work Environment: Job entails regular exposure to cold, heat, dust, fumes, and noise; constant exposure to deadlines; great pressure and fatigue during an average workday; frequent evening and/or weekend work is required; requires 24 hour on-call status for emergency situations; required to be on call on a rotating basis, staying within a reasonable response time, answering a beeper; long hours operating heavy equipment.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: _____ DATE: _____

PERSONNEL DEPT. APPROVED BY: _____ DATE: _____